

Contributions over \$1,000 (72-hour) Notification Report FAQs

1. What is the Contributions over \$1,000 (72-hour) notification report?

In 2013, the Arizona Legislature passed HB 2593 (Laws 2013, Ch. 98), which requires a candidate or candidate's campaign committee to give notice within 72 hours from when a candidate receives a single source contribution of at least \$1,000 less than 20 days before the election (codified as A.R.S. § 16-913.01).

2. Does this new notification report apply to all committees?

No, the 72-hour notification requirement applies only to a candidate or a candidate's campaign committee. It does not apply to other political committees.

3. When do I need to submit a Contributions over \$1,000 (72-hour) notification report?

The date you take possession of the contribution is the date it is received. You have 72 hours from receipt of the contribution to file the notification report.

4. When do I begin filing these reports?

A candidate or a candidate's campaign committee must report a single source a contribution of \$1,000 less than 20 days before the day of the election. For the primary election, you must begin reporting these contributions on August 7, 2014. For the general election, reporting begins on October 16, 2014.

5. Do I have to file the report with every contribution of at least \$1,000?

Yes, the statute requires 72-hour notification for every contribution of at least \$1,000 from a single source less than 20 days before the election.

6. If I receive less than \$1,000 from a contributor do I submit a 72-hour notification report?

No. Arizona law requires 72-hour notification if the amount is \$1,000 or more from a single source. Remember that all contributions must be reported according to the regular campaign finance reporting schedule.

7. I received \$900 from one source and \$500 from a different source but both on the same day so my cumulative amount is over the \$1,000 threshold. Do I file a 72-hour notification report?

No. You have not received \$1,000 from a single source so these are not subject to the 72-hour notification requirement. However, all contributions must be reported according to the regular campaign finance reporting schedule.

8. A contributor gave me \$500 and later that same day, the same contributor wrote another check for \$600. These were separate transactions. Do I have to file a 72-hour notification report since neither check was over \$1,000?

Yes. Contributions from a single source that are received on the same day are considered one transaction and are not an aggregation. Here, you received \$1,100 from the same contributor on the same day and you are required to file the 72-hour notification report.

9. It is 10 days before the election and I accepted a contribution of \$700 from one source two days ago and another \$1,100 from the same source today. Do either of these require 72-hour notification reporting?

Yes. The contribution is based on the date of receipt, the source of the funds and whether it is 20 days before the election. The \$700 contribution is under the \$1,000 threshold and does not require a 72-hour notification report. However, the second contribution is over \$1,000 and is from a single source, so you must submit a 72-hour notification report for this contribution. Additionally, all contributions must be reported according to the regular campaign finance reporting schedule.

10. I accepted \$1,200 from a single source contributor within 20 days of the primary election but it was designated for my general account. Since I can't use the money for the primary election, do I have to submit a 72-hour notification report?

Yes. The contribution is based on the date of receipt, the source of the funds and whether it is 20 days before the election. The statute requires reporting 20 days before the election and there is no exception for candidates who are not using those funds for that election.

11. I don't have a primary election. Does that mean I don't have to report any \$1,000 or more single source contributions 20 days before the primary election?

No. There are no exemptions in the statute for Independents or candidates who don't have opponents in the primary election. Any candidate who receives at least \$1,000 from a single source within 20 days of the election must submit a 72-hour notification report.

12. How do I file the notification report?

Log into the campaign finance system and enter the contribution. When a contribution of \$1,000 or more is entered from a single source, the campaign finance system will prepare a report to file if the contribution is received less than 20 days before the election. Navigate to "Reports" and select "File" to submit the 72-hour report. The system will generate the report under your committee name titled "Contributions over \$1,000."

13. Once I file a 72-hour notification report, do I have to report the same contributions on my regular campaign finance reports?

Yes, the 72-hour notification is an additional report and does not replace the duty to report all contributions on your other campaign finance reports. Once you enter the contribution for the 72-hour notification report, it will also be added to your next regular campaign finance report, which can be previewed in the "Reports" section.

14. When I entered and submitted a contribution, I received an alert that I might be over my contribution limit. How should I proceed?

You are responsible for tracking and entering your campaign finance data. The campaign finance system provides an alert if the information you have submitted indicates that you may be exceeding a contribution limit. Good recordkeeping on your part will help you know whether you are adhering to the statutory contribution limits. If you make a mistake, the campaign finance system allows you to edit the transaction and you can preview the report prior to filing.

15. What if a candidate fails to submit a 72-hour notification report for a contribution of \$1,000 less than 20 days before the election?

A person who knowingly violates this reporting requirement is liable in a civil action for a civil penalty of up to three times the amount improperly reported.